



Our Refund Policy

REFUND POLICY & ATTENDEE COURSE CANCELLATION:

If you need to cancel, please contact us at info@doctorprojectmanagment.com

Full refunds, less a \$100 processing fee per registrant, will be given to all cancellations received via email up to 2 weeks prior to the beginning of the first day of the course.

Refunds will not be given if cancellation is received less than two weeks prior to your registered course date. If you cancel less than two weeks prior to the start of the course, you will be responsible for full tuition and receive a transfer voucher.

Refunds will not be given for no-shows.

If you cannot attend the course for which you have registered, you or your company may send a substitute or apply your registration to future courses available through **Doctor Project Management**

Please contact us at: info@doctorprojectmanagment.com if this situation arises.

****PLEASE NOTE:** All refund requests are reviewed and approved refunds and can take anywhere from 7 to 14 days to process and finalize.

Phone: [1.855.400.3864](tel:1.855.400.3864) (toll free)

REFUND POLICY: <https://www.doctorprojectmanagement.com/refund-policy/>
<https://DoctorProjectManagement.com> Email: info@doctorprojectmanagement.com

Mailing: DOCTOR PROJECT MANAGEMENT, 8700 Stonebrook Parkway, Number 1624, Frisco Texas 75034 USA

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COURSE REGISTRATION CONFIRMATION: You will receive an email confirmation a few days (two to three days) after you submit your registration and full payment. Please read your confirmation letter carefully since it contains valuable information about course location etc. Please wait for your email confirmation before making any airline or hotel reservations.

REGISTER EARLY: Doctor Project Management courses frequently sell out. We encourage you to register early.

PAYMENT: Payment for all courses must be received IN FULL at least two weeks before the course begins to hold your reservation. Changing registrations may create additional fees.

COURSE CANCELLATION:

Doctor Project Management reserves the right to cancel any course due to insufficient enrollment or for other reasons they deem necessary. If the decision is made to cancel a course, Doctor Project Management will make every reasonable effort to notify all registered attendees so they can make appropriate changes to their plans. If, for any reason, Doctor Project Management cancels a course, they will assume no responsibility for nonrefundable airline tickets or other travel costs like hotel etc., however, Doctor Project Management will refund only the full amount of the cost of the class that Doctor Project Management cancels.

Most of our courses and credential certification programs require that read ahead materials such as course lectures, case studies and exercises are sent either via soft copy or hard copy formats to the Participant before the start of the scheduled class. If a Participant has received any read ahead materials whether in soft copy or hard copy formats before the start of the class, Doctor Project Management will not issue a refund for the cost of the course/program and will advise the Participant to re-schedule the class later with Doctor Project Management when the course is offered. We are unable to refund in any circumstances any cost of the course or programs that the Participant has been admitted into if we have already emailed or mailed out **any part or parts** of our Intellectual Property or Case Studies or Exercises or Read-ahead materials that is related to the course that the Participant has applied for or registered.



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